CURRICULUM MANAGEMENT ISSUE PAPER NUMBER 18
CREATE NEW POSITION-INCIDENT COMMUNICATIONS TECHNICIAN

BACKGROUND

See attached letter (To: Roger Vorce, Chair, IOSWT)

CURRENT STATUS

The subject matter experts and project leader, currently developing the Communications Unit Leader course, feel that there is not adequate prerequisite experience identified within the 310-1 to prepare an individual for the job of Communications Unit Leader. The group gave the following reasons for this statement:

1. Currently, the only prerequisite experience necessary for the Communications Unit Leader is Incident Communications Center Manager. This experience does not adequately prepare the individual to become a Communications Unit Leader.

2. The suggested prerequisite training for the positions includes Communications Equipment and Procedures, S-258, a course designed to give an individual hands on experience and setting up different types of communications equipment. This training does not deal with planning and designing a incident communications system.

3. The Communications Technician is currently listed in the Incident Command System as a technical specialist and not listed in the 310-1.

4. In the event that the communications unit leader is assigned to an incident and a communications technician is not, it is the responsibility of the unit leader to design, plan and set-up the communications system. Without the experience of the technician, the unit leader may be in jeopardy of not correctly setting-up the system. It is necessary for Communications Unit Leaders to have the basic skills and experience of a Communications Technician.

RECOMMENDATIONS

The development group for Communications Unit Leader S-358 is proposing the following two changes to the 310-1. The first is to add the position of the Incident Communications Technician and the second is to require Incident Communications Technician experience for the Communications Unit Leader position.

Establishing the Incident Communication Technician position, would expand the number of personnel available for this critical positions. A training course already exists for the position, Communications Equipment/Procedures, S-258.

The Development Group proposes the following changes and/or additions to the Wildland Fire Qualification Subsystem Guide (310-1):

COMMUNICATIONS UNIT LEADER (COML)

REQUIRED TRAINING   None

SUGGESTED TRAINING   Intermediate ICS (I-300)
                           Dynamic Unit Leadership (S-301)
                           Communications Unit Leader (S-358)
                           Basic Fire Fighter (S-130)

EXPERIENCE   Satisfactory performance as a Communications
                           Technician and as an Incident Communications
                           Center Manager.

OTHER ASSIGNMENTS THAT   Incident Communications Center Manager
WILL MAINTAIN CURRENCY   Incident Communications Technician

The Development Group proposes that requirements be established for the Communications Technician in the 310-1.

INCIDENT COMMUNICATIONS TECHNICIAN (COMT)

REQUIRED TRAINING   None

SUGGESTED TRAINING   Communications Equipment/Procedures (S-258)
                           Basic ICS (I-200)
                           Basic Fire Behavior (S-190)
                           Basic Fire Fighter (S-130)

EXPERIENCE   None

OTHER ASSIGNMENTS   None
THAT WILL MAINTAIN
CURRENCY

The Development Group proposes no changes in the Incident Communications Center Manager.

This is the recommendation of the Development Group for Communications Unit Leader (S-358).
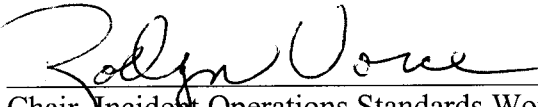

ACTIONS REQUIRED:

Upon approval of the recommendation:
Add to the 310-1 the position of Incident Communications Technician to the Incident Command System.
Add to the 310-1 the requirement of prerequisite experience of Incident Communications Technician to the Communications Unit Leader.

APPROVED: WITH EXCEPTION   NOTED   BELOW

Chair, Incident Operations Standards Working Team

Delete Basic Fire Behavior (s-190) as suggested Training from COMT. Requirement will be met in RADO positions

CURRICULUM MANAGEMENT ISSUE PAPER NUMBER 19
NAME CHANGES FOR THE FINANCE/ADMINISTRATION TRAINING COURSES

BACKGROUND

See attached memorandum (NWCG's Training Curriculum)

CURRENT STATUS

The subject matter experts and project leader, currently developing the Finance/Administration courses, feel that the current names of the course do not adequately reflect the all risk nature of incident command system, but rather that of wildfire.

The subject matter experts and project leader, currently developing the Finance/Administration Unit Leader course, recommend S-360 as the course number. This number would be consistent with current Finance/Administration courses and unit leader number designations.

RECOMMENDATIONS

The SMEs that developed S-260 recommend naming S-260 Interagency Incident Business Management. This will make the course title consistent with the Interagency Incident Business Management Handbook and reflect an all risk theme rather than just wildland fire suppression.

Curriculum Management Issue Paper Number 13 proposed the title for S-261 to be Practical Exercises for Finance. The SMEs that are developing S-261 recommend the title Applied Interagency Incident Business Management. This will keep the S-261 course title consistent with S-260 and the Interagency Incident Business Management Handbook.

The Finance/Administration Unit Leader development group recommends titling the Finance/ Administration Unit Leader course, currently under development, as S-360. This course number will be consistent with current Finance/Administration courses and unit leader numbering designations.

ACTIONS REQUIRED:

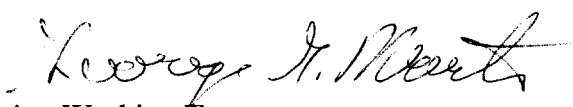   Upon approval of the recommendation:
        Change the name of Fire Business Management, S-260 to Incident Business
        Management, S-260
        Change the name of Practical Exercises for Finance, S-261 to Applied Incident Business
        Management, S-261
        Number Finance/Administration Unit Leader course as S-360

APPROVED: _____

Chairman, Training Working Team   Date 10/13/98

CURRICULUM MANAGEMENT ISSUE PAPER NUMBER 20
MODIFICATION OF COURSE NUMBERING SYSTEM INFORMATION THAT IS CURRENTLY IN THE COURSE DEVELOPMENT AND FORMAT STANDARDS

BACKGROUND

See attached memorandum (NWCG Course Numbering System Information Update)

CURRENT STATUS

The Course Development and Format Standards (CDFS) and the Field Managers Course Guide are both being revised. The proposed information about the course numbering system, following any modification and approval, should be included in these documents.

RECOMMENDATIONS

Modify the CDFS as indicated below, and put similar information in the Field Managers Guide. Proposed changes, starting on page 1.3 of the CDFS, are as follows:

D. Course Numbering System.

    The NWCG has an established alpha-numeric numbering system. Each alpha-numeric combination designates a meaning unique to the specified curriculum. A hyphen will be used to separate the letter and the subsequent number.

    The current NWCG endorsed curricula are:

        "D"   Courses -- These are developed for the Dispatcher Curriculum.

        "I"   Courses -- These are courses which support the all-risk application of the Incident Command System (ICS).

        "J"   Job Aids-- "How to" documents that contain skill related material unique to the specific position. They are not formal courses and not controlled by an instructor or coordinator.

        "M"   Courses -- These are courses that are outside a specific curriculum but are determined to be supporting more than one, such as managerial type courses.

        "P"   Courses -- These are developed for the Fire Prevention Curriculum.

"S" Courses -- These are Wildland Fire Suppression Skills courses.

"Rx" Courses -- These are developed for the Prescribed Fire Curriculum.

The first digit designates the complexity level and the organizational level at which a particular course is targeted and presented.

100 Firefighter
200 Advanced Firefighter, Squad Boss, Crew Boss
Entry, or introductory level. BLM District, Forest Service Ranger District or Forest, NPS Park, BIA Reservation, State (County Forester level), FWS Area.

300 Incident Commander Type 3 (ICT3), Strike Team / Task Force Leaders (ST/TFLD), Unit Leaders, Division / Group Supervisors
400 Type 2 Management Teams, Section Chiefs, Officers
Intermediate, mid-level or operational level. BLM State, Forest Service Region, NPS Region, BIA Area, State (State Forester level), FWS Area or Region.

500 Type 1 Management Teams, Fire Behavior Analyst and other selected national level positions
600 Area Command
Advanced level. National Agency or Interagency.

The TWT will assign the appropriate complexity / organizational level designation to the course based on the formula listed above, the analysis of the project development team, the target group, the recommendations from the project team leader and input from other NWCG Teams that may be involved.

The second digit designates the subject area of the course.

000 Command and General Staff
010 Skills
020 Organization
030 Operations
040 Plans
050 Logistics
060 Finance/Administration
070 Air Operations
080 General
090 Fire Behavior

The third digit is assigned sequentially, or as appropriate to maintain continuity, as courses are certified within a particular subject area.

ACTIONS REQUIRED

Upon approval of the recommendation:
Modify the CDFS and the Field Managers Course Guide to reflect the changes to the Course Numbering System.
Make number changes to the following courses as they come up for normal revision.

S-205   Fire Operations in the Urban Interface
⌐ (Scheduled for revision in the year 2000, and have 100, 200, 300 and 400 level
    courses replace the one existing course. These courses could be classified, for example,
    as either skills [S-115, S-215, S-315 and S-415] or general courses [S-180, S-280,
    S-380 and S-480]).

S-201   Supervisory Concepts and Techniques
S-301   Leadership and Organizational Development
S-401   Effective Management
    (Could be changed when revised to S-281, S-381 and S-481, general courses.)

D-105   Entry Level Dispatcher
    (Could be changed when revised to D-110, with the current D-110 being
    renumbered as D-210)

Rx-340 Introduction to Fire Effects
    (Could be changed when revised to Rx-380, general course, or Rx-316, skills course.)
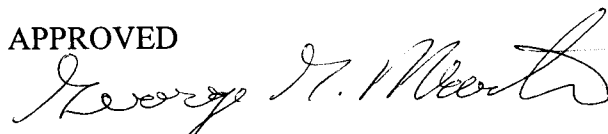
Rx-450 Smoke Management Techniques
    (Could be changed when revised to Rx-480, general course, or Rx-416, skills course.)

Rx-540 Applied Fire Effects
    (Could be changed when revised to Rx-580, general course, or Rx-516, skills course.)

APPROVED

Chairperson, Training Working Team   Date 9/23/98

CURRICULUM MANAGEMENT ISSUE PAPER NUMBER 21
MODIFICATION OF COURSE NUMBERING SYSTEM TO ESTABLISH A "TS"OR A "T" NUMBER FOR TRAINING MATERIALS DEVELOPED FOR TECHNICAL SPECIALISTS

BACKGROUND

See attached memorandum (NWCG Course Numbering System Information Update)

CURRENT STATUS

Course materials and job aids for technical specialist positions are not being numbered because the NWCG Course Numbering System only provides numbers for those training materials that are part of the established curriculum.

RECOMMENDATION

Modify the NWCG Course Numbering System to establish a new alphabetic designator of either "T" or "TS" to accommodate the development of training materials for technical specialist positions that are not part of the NWCG curriculum:

Using the T or TS designator, courses and job aids for technical specialist positions could be given a number that follows the established system (TS-256 Cache Demobilization Specialist job aid; T-210 Expanded Dispatch Job Aids) and be given a Level II certification.
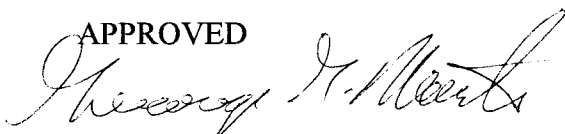
Using the "T" designator would be more consistant with the other designators currently being used. Whereas, using the "TS" designator could identify the course or job aid as being a little different, i.e. not part of the curriculum.

ACTIONS REQUIRED

Upon approval of the recommendation:

Modify the NWCG Course Development and Format Standards (CDFS) and the Field Managers Course Guide to reflect the changes to the Course Numbering System.

APPROVED

12/7/98

Chairperson, Training Working Team   Date

CURRICULUM MANAGEMENT ISSUE PAPER NUMBER 22
ADDITION OF RADO POSITION TO THE 310-1 AND DEVELOPMENT OF
CORRESPONDING JOB AID AND TASK BOOK

BACKGROUND

See attached memo (To: Rodger Vorce, Chair, IOSWT)

CURRENT STATUS

The subject matter experts and project leader, currently developing the Communications Unit Leader course, feel that standard qualifications and training need to be developed within the 310-1 for the Radio Operator position.

RECOMMENDATIONS

The NIFC National Fire and Aviation Training Support Group agrees with the recommendations of the development group that:

1.   Standard prerequisites be developed for the Radio Operator (RADO) position and added to the 310-1.

2.   A job aid, "Radio Operator, J-158", be developed and added to the curriculum. This is a logistics position and at a lower level than the S-258, Communications Technician course, therefore we propose the J-158 as a number.

3.   A Radio Operator task book be developed and added to the curriculum.

The development group proposes the following changes to the 310-1:

<div align="center">RADIO OPERATOR (RADO)</div>

REQUIRED TRAINING	None
KNOWLEDGE & SKILLS NEEDED	~~Wildland Fire Suppression Orientation (S-110)~~ *delete* Introduction to ICS (I-100) Firefighter Training (S-130) Introduction to Fire Behavior (S-190) Radio Operator Job Aid (J-158)
EXPERIENCE	Satisfactory position performance as a Radio Operator.

PHYSICAL FITNESS   None

OTHER ASSIGNMENTS THAT   Incident Communications Center Manager (INCM)
WILL MAINTAIN CURRENCY   Aircraft Base Radio Operator (ABRO)

ACTION REQUIRED

Upon approval of this recommendation:

1.   The NIFC National Fire and Aviation Training Support Group will direct the
      development of a RADO task book and corresponding job aid.

2.   The IOS Working Team will need to make appropriate changes to the 310-1,
      qualifications system.

APPROVED:

Approved with modification, attached

_____   _4/5/99_
Chair, IOS Working Team   Date

_____   _4/25/99_
Chair, Training Working Team   Date

CURRICULUM MANAGEMENT ISSUE PAPER NUMBER 23
CHANGE THE WORDING OF THE EXPERIENCE FOR THE MEDICAL UNIT LEADER POSITION IN THE 310-1.

BACKGROUND

See attached memo (To: Rodger Vorce, Chair, IOSWT)

CURRENT STATUS

The subject matter experts and project leader, currently developing the Medical Unit Leader course, feel that aspiring Medical Unit Leaders (MEDL) should have current EMT qualifications.

RECOMMENDATIONS

The NIFC National Fire and Aviation Training Support Group agrees with the recommendations of the development group that the experience required for MEDL should be "current certification as an Emergency Medical Technician or equivalent."

The development group proposes the following changes to the 310-1:

MEDICAL UNIT LEADER (MEDL)

REQUIRED TRAINING | None

KNOWLEDGE & SKILLS NEEDED | Wildland Fire Suppression Orientation (S-110)
Intermediate ICS (I-300)
Dynamic Unit Leadership (S-301)
Medical Unit Leader (S-359)

EXPERIENCE | Current or past certification as an Emergency Medical Technician or equivalent
            +
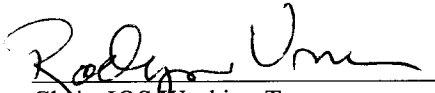Satisfactory position performance as a Medical Unit Leader

PHYSICAL FITNESS | None

OTHER ASSIGNMENTS THAT WILL MAINTAIN CURRENCY | None

ACTION REQUIRED

Upon approval of this recommendation the IOS Working Team will need to make appropriate changes to the 310-1, qualifications system guide.

~~APPROVED:~~ DISAPPROVED, memo attached

Chair, IOS Working Team

4/5/99

Date

CURRICULUM MANAGEMENT ISSUE PAPER NUMBER 24
CANCELLATION OF THE DEVELOPMENT OF LIAISON OFFICER (S-402) TRAINING COURSE

BACKGROUND

The NWCG Training working Team in conjunction with the Geographic Area Training Officers discussed the proposed development of Liaison Officer (S-402) at their joint meeting held May 10-14, 1999. At that time both groups agreed that the Liaison Officer position was geographic in its nature and use and to some extent agency specific.

Discussions with the Training Officers revealed that there have only been limited requests for the Liaison Officer course and the need is not being identified in geographic area needs analyses.

CURRENT STATUS

Liaison Officer is currently scheduled for development by the NIFC NWCG Development Unit in fiscal years 2000 and 2001.
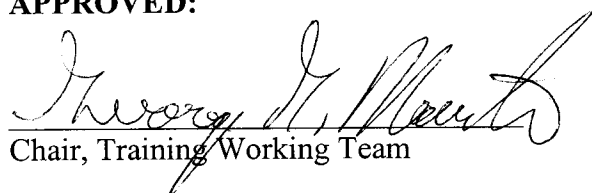
RECOMMENDATIONS

The NWCG Development Unit Leader recommends that Liaison Officer (S-402) not be developed.

Agencies and geographic areas should develop their own courses to meet their special needs based off the existing geographic area course utilized in California.

ACTION REQUIRED

Upon approval of this recommendation, cancel the development of Liaison Officer (S-402).

APPROVED:

_____   ___6/15/99___
Chair, Training Working Team   Date